

Minutes of CAP Board meeting 8/27/20

Present: Urquhart, Britten, House, Linville, Warren, Yarnes, Laddish, DeGuerre, Scianna

Called to order 5:40 PM

Approval of 8/13 minutes tabled because they were not distributed.

BOARD DISCUSSION ITEMS

1. Review comments on Executive Summary, Introduction and Overview, and Municipal Operations.

Content discussion tabled because the majority of the board had not read them in detail.

2. Status of how rewrites are going for:
 - a. Mobility – Ken and Gar Shawn
 - b. Building and Infrastructure – Jenn and Kelly
 - c. Urban Forest and Open Space – Jenn and Ken
 - d. Water and Waste – Jenn and Kelly
 - e. Community Engagement – Sam and Shawn

Community Engagement has a separate document in preparation, and suggested that they would like to have a voice in the other subcommittees' proposals, since community engagement is important to all of the sections.

There was considerable discussion on the mechanics of editing. Three specific suggestions emerged:

- Large revisions should be done in a separate document, then cut/pasted into the main working document, to reduce clutter in the annotation column.
- Small wording changes should be avoided at this point.
- Highlighting should be used to make comments or suggestions that don't yet have edits.

Gar will take on the front matter and Municipal Operations

Each subcommittee will look at the Yolo County Resiliency Toolkit, and bring content from that into the CAP draft where appropriate.

Kate offered to be a resource for any of these edits, because of her extensive experience with resiliency planning in various city and county planning agencies and boards.

3. Review schedule and agree on extension of CAP Development Board. Meeting dates: 8/27, 9/10, 9/24, 10/8, 10/22, 11/5 and final meeting 11/19 a. This would equal and extension request to the City Council of 2 months (9/19 – 11/19)

Agreed to ask for an extension of board charter until February. But several board members expressed the fervent desire to be done sooner, so the goal will be to be done before the holidays.

STAFF UPDATE

None.

NEXT MEETING TOPIC

TBD.

BOARD ACTION ITEMS

1. Continue to work on rewrites.

Adjourned 6:43 PM